



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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January 21, 2010

To: Supervisor Gloria Molina, Chair
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to be "W. T. Fujioka", is written over the printed name and title.

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

SHERIFF'S DEPARTMENT OVERTIME DEADLINE EXTENSION (ITEM NO. 31A AGENDA OF DECEMBER 22, 2009)

On December 22, 2009, your Board directed the Chief Executive Officer (CEO) to report back on January 19, 2010, on strategies for identifying and implementing additional overtime policies and controls that includes the following:

- Quarterly reviews conducted by the CEO, with the assistance of the Auditor-Controller (A-C), to monitor the overtime usage of high overtime earners where overtime earnings exceed 50 percent of their regular salary. Such reviews should identify any work schedule violations, including all cases where employees work back-to-back double shifts, more than 12 days consecutively or more than 19 hours in a day.
- Submission of overtime monitoring findings by the Sheriff's Department (Sheriff) timekeeping staff/unit managers to the CEO on a quarterly basis for verification and review.
- Review of existing overtime policies and work schedule rules by the CEO, the Department of Human Resources, the A-C, and the Sheriff, including, but not limited to, the 96 hours per month overtime cap and criteria for when, if any, exceptions for individuals or bureaus may be made.

"To Enrich Lives Through Effective And Caring Service"

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Each Supervisor
January 21, 2010
Page 2

- Immediate analysis of the errors identified in this report and the potential recovery of overpayments, correction of underpayments, and adjustment of employee leave balances.

At this time, our office is requesting a deadline extension to February 16, 2010, in order to properly address each of the items of this motion. We are currently engaged in meeting with the departments involved in this process to determine the best course of action.

If you have any questions, please contact me or your staff may contact Deputy Chief Executive Officer Brence Culp, Public Safety, at (213) 893-2374.

WTF:BC:SW
JV:cc

c: Executive Office, Board of Supervisors
 County Counsel
 Sheriff's Department
 Auditor-Controller
 Department of Human Resources